

Book	Administrative Guideline Manual
Section	8000 Operations
Title	PROCEDURE FOR THE COLLECTION AND PAYMENT FOR CHARGED MEALS
Code	ag8500D
Status	Active
Adopted	June 13, 2017
Last Revised	February 12, 2021

8500D - PROCEDURE FOR THE COLLECTION AND PAYMENT FOR CHARGED MEALS

It is the responsibility of the parents to provide for lunch for their children while at school. However, it is important to provide that children receive the nutrition they need to stay focused during the school day. This procedure shall apply in the event that a child neither has a lunch nor the funds to purchase a lunch.

A student's parents, teacher, and Principal will all be notified of the delinquency in the student's account each time it is necessary for the student to charge a meal to give the parents time to send a check or cash to school with their child to give to the Office.

Parents may also pay for school meals via the Internet through the District's Nutrition Services website.

At the discretion of each Principal, a school or private service fund may be established to pay for student's charged meals, rather than to offer the alternative meal. The Nutrition Services Manager will work with each Principal to determine a payment schedule for these meals.

However, this guideline prohibits:

- A. the requiring of any student who cannot pay for a school meal or who has a negative meal payment balance to perform chores or other work to pay for school meals:
- B. the requiring of any student to dispose of a meal after it has been served because the student is unable to pay for the meal or has a negative payment balance;
- C. discussing a negative meal payment balance with a student in the presence of other students.

Revised 10/7/19

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